

CONFIDENTIAL

Approved For Release 2002/08/15 : CIA-RDP84-00780R000600110022-2

Personnel 15

DD/S 63-4849

MEMORANDUM FOR: Director of Communications

15 NOV 1963

✓ Director of Logistics ✓
✓ Director of Security
✓ Director of Training ✓
✓ Chief, Medical Staff ✓

SUBJECT: Revision of Professional Recruitment Brochure

1. Attached are two copies of the Agency's professional recruitment brochure which was released on 1 November 1963. I believe this brochure is a good start toward our goal of producing the most attractive and effective brochure possible.

2. We have asked for comments, suggestions and criticisms from professional recruiters, university associations and others, and I would like to ask the same of you and the appropriate members of your staff. Please consider whether you feel we could make a sharper presentation of the personnel requirements of your component and add any contribution you think helpful regarding editorial, format or general improvement of the brochure.

3. Please submit your comments and suggestions not later than 2 December 1963.

B
L. S. White
Deputy Director
for Support

Attch: As Stated

cc: Director of Personnel

EO-DD/S:VRT:maq (14 Nov 63)

Distribution:

Orig - D/CO w/att (2)

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✓ 1 - DD/S Subject w/att and Ref (DD/S 63-4824)

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TO: Colonel White		DATE 15 November 1963
ROOM NO.	BUILDING	
REMARKS: Recommend <u>five</u> signatures. <div data-bbox="889 1640 1013 1747" style="border: 1px solid black; width: 76px; height: 51px; margin: 0 auto;"></div>		
FROM:		
ROOM NO.	BUILDING	EXTENSION

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12 November 1963

MEMORANDUM FOR: Assistant to the Director (Mr. Chretien)
Assistant Deputy Director (Plans)
Assistant to DD/I (Administration)
✓Executive Officer to DD/S
Executive Officer to DD/S&T

SUBJECT : Revision of Professional Recruitment Brochure

1. Several copies of the Agency's professional recruitment brochure, released 1 November 1963, are being furnished you with the request that you invite the criticism of those components or individuals who should contribute to the editorial, format, or general improvement of this publication prior to its revision for reprinting.

2. We are particularly interested, of course, in any recommendations for a sharper representation of the personnel requirements of your own organizational elements, but will welcome any recommendations whatsoever provided they are channelled to us with the concurrence of the Deputy Director or DCI Area Office head concerned.

3. It would be appreciated if your recommendations can be collected, collated and forwarded to Chief, Personnel Recruitment Division in one "package" prior to 20 January 1964.



Emmett D. Echols
Director of Personnel

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